

Family Day Care Fire Safety Checklist

Montgomery County Fire Marshal 240-777-2457

Gaithersburg City Fire Marshal 301-258-6330

Rockville City Fire Marshal 240-314-5041

www.montgomerycountymd.gov/firemarshal

**Family day care – Maximum of 8 children.
No more than 4 children under the age of two.**

- 1 ☐ Are house address numbers a minimum of 5" in height and visible to the street?
- 2 ☐ Are lights provided by exit doors?
- 3 ☐ Can each bathroom/bedroom doorknob be unlocked from the outside?
- 4 ☐ Is electrical wiring code compliant? Are extension cords being used on a temporary basis?
- 5 ☐ Heating equipment - Is there a barrier to protect children and does it meet the requirements of the Maryland State Department of Education?
- 6

Escape plan -

 - ☐ Does your home have an escape plan?
 - ☐ Does the escape plan show two exits from each room used for sleeping, living, or dining purposes?

Exit Door -

 - ☐ Able to be opened from the inside without a key?
 - ☐ If exit door is in a basement, is it no more than 8 ft to ground level?
 - ☐ If door is a sliding door does it meet the requirements as listed? (See back)

Exit Window –

 - ☐ Does the window meet the minimum size and height? (See back)
- 7

Smoke Alarm -

 - ☐ Are all napping areas equipped with a hard wired battery back up smoke alarm?
 - ☐ If an alarm was added, was an electrical permit obtained?
- 8

Apartment Building –

 - ☐ Do you have approval from management to operate a day care?
 - ☐ Does the common hallway have a smoke detector every 30 feet that is part of the building fire alarm?
- 9

Fire Drills –

 - ☐ Have they been practiced and documented every 30 days?
 - ☐ Are the records available for the Fire Marshal to view?

**Each room used for sleeping must have:
Two exits and a hard wired battery back up smoke alarm.**

Sliding Door –

- 1) No more than one lock. Door cannot require a key or special knowledge to open.
- 2) No draperies, screens, or storm doors that can impede exit.
- 3) The outside surface cannot be more than one 8 inch step lower than the inside.
- 4) The sliding door shall open to a clear width of at least 28 inches.
- 5) Before day care use, the door shall be tested to ensure it is operating properly.
- 6) During periods of snow or freezing rain, the door tracks shall be cleared and opened to ensure proper operation.

Windows – Measure the window when it is open. The window must meet all of the following:

- 1) Must be a minimum of 20 inches in width.
- 2) Must be a minimum of 24 inches in height.
- 3) The width multiplied by the height must be a minimum of 821 square inches.
- 4) The bottom of the window must be less than 44 inches off the floor.
(If the bottom of the window is more than 44 inches, one step may be attached to the wall. The step can be no more than 7 inches tall.)

